



**CONTRACTOR'S FLIGHT AND GROUND
OPERATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ AFMC/DOO
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This supplement does not apply to Air National Guard or U.S. Air Force Reserve units and members except for AFMC/AFRC Associate units.

AFJI 10-220, 22 October 1999, is supplemented as follows:

D.21.1. (Added) Director of Flight Operations (DFO). The DFO is responsible for oversight of day-to-day flight operations and compliance with USAF and AFMC flight operations policies. They are usually the flying unit commander or senior operations officer.

D.35.1. (Added) Units shall refer to AFMC Supplements to basic Air Force directives. Additionally, units will use AFI 11-2FT series instructions in lieu of MDS specific guidance.

E.2.b(2). Send properly coordinated waiver requests to HQ AFMC/DOO, 4375 Childlaw Rd, Room S143, Wright-Patterson AFB OH 45433-5006.

H. The appropriate AF/AFMC forms may be used in place of DLA forms.

Enclosure 2, 1.a.(1). (Added) The flight planning area must provide a briefing room that provides privacy for the aircrew, enabling thorough briefing and discussion of the mission. This briefing room must contain the following:

- Visual aids (such as slide display boards, charts, briefing books, viewgraphs, etc.) to adequately present, as applicable to each unit, the following:
- Airfield diagrams depicting runways, taxiways, parking areas, and other special use areas as appropriate (for example, arm/de-arm areas, hot brake areas, jettison areas, etc.).
- Training rules (air-to-air, air-to-ground, intercept, low level, etc.).
- Visual aids for air refueling procedures (when appropriate).
- Local area charts depicting:

- Local flying area.
- VFR patterns, including entry and departure procedures.
- Special use airspace.
- Alternate airfields.
- Locally established air refueling areas/routes.
- Controlled bailout areas.
- Air-to-air, air-to-ground, FCF, jettison, drop zone or salvo areas, and supersonic areas/ranges normally used by the unit.
- A dry-erase board or suitable substitute.
- Briefing guides for applicable missions and Emergency Procedure of the Day lists.

Enclosure 2, 1.a.(2). (Added) Brief crewmembers from a guide that includes, as a minimum: call sign, fuel load, takeoff times, primary and alternate missions, crewmember coordination requirements, specific mission procedures, routes, ranges or restricted areas, formation procedures to include break up procedures and separation of aircraft in IMC and VMC, communications procedures, recovery and landing procedures, weather conditions, training requirements, emergency and abnormal procedures, lost communications procedures, cockpit resource management (CRM) principles applicable to the sortie, specific mission/series aircraft differences (if required), and mission security. The guide will include, when applicable, a passenger and transient aircrew briefing outline, and ditching procedures for over water flights.

Enclosure 2, 2.b.(1). (Added) Formal training courses by the government may be used to qualify or upgrade contractor employees when it is in the best interest of the government. Send request from the contractor for formal training (AFCAT 36-2223, USAF Formal Schools) to the GFR. It must be endorsed by the ACO, showing that the contract cost adjustment has been made or is not required.

Enclosure 2, 5.c.(1). (Added) Contractor crewmembers and noncrewmembers may be qualified in more than one aircraft as follows:

(a) Test wing commanders may authorize multiple currencies (for aircraft in which the government assumes risk for loss or damage) for contractor pilots attached to their flying unit when the need is fully justified by mission or contract necessity.

(b) HQ AFMC/DOO is the approval authority of multiple qualifications for contractor pilots not attached to a wing, and other pilot multiple qualifications (e.g, triple qualification)

(c) When required, DFOs may authorize multiple qualifications for other crewmembers and noncrewmembers.

Enclosure 2, 5.c.(2). (Added) Procedures for Obtaining Multiple-Qualification Approval and Restrictions. The contractor will submit the original and one copy of AFMC Form 80, **Waiver Request and Authorization**, to the GFR. The GFR will sent the request through channels to the approving authority as stated in paragraph 5.c.1. Maintain and conduct yearly reviews of AFMC Form 80 according to AFI 11-401/AFMC Supplement 1, *Flight Management*.

Enclosure 4, 1.1. (Added) Send copy of government flight representative (GFR) designation letter (primary and alternate) to HQ AFMC/DOO.

Enclosure 4, 1.2. (Added) Contact HQ AFMC/DOO to schedule newly appointed GFR (primary and alternate) for the formal GFR training course conducted by HQ DCMA Aircraft Operations. Although there is no cost for the course, units are responsible for TDY expenses.

Enclosure 4, 4.b.(2). If there is more than one contractor under the cognizance of the GFR, a schedule will be set up for the review and approval of each contractor's procedures.

WILBERT D. PEARSON, JR., Brigadier General, USAF
Director of Operations